



## PLANNING BOARD MEETING MINUTES TOWN OF FOSTER

Ben Eddy Bldg., 6 South Killingly Rd., Foster, RI  
Wednesday, November 28, 2007, 7:30 p.m.

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### A. Call to Order

Meeting was called to order at 7:30 by Julia Parmentier, Chair.

### B. Roll Call

Present were Julia Parmentier, Chair; Pat Moreau, Vice Chair; Helen Hardy, Secretary; Don Moyer, Mike Carpenter; and John Neale. Tom Mercier was excused. Also in attendance was Ann-Marie Ignasher, Town Planner.

### C. Approval of Minutes

September 29, 2007, Rte. 6 rezoning meeting. Pat Moreau moved and John Neale seconded to approve the minutes. Motion carried unanimously.

October 27, 2007, Rte. 6 rezoning meeting. These minutes are still in process and therefore no action was taken. John Neale moved and Pat Moreau seconded to table the decision until the minutes are submitted. Motion carried unanimously.

November 7, 2007, Planning Board meeting. Pat Moreau moved and John Neale seconded to approve the minutes. John Neale, Pat Moreau, Don Moyer and Helen Hardy voted aye. Julia Parmentier and Mike Carpenter abstained.

### D. Correspondence

Policy on town building renovations in historic districts: request was received from the Town Clerk, Anne Irons, on behalf of the Town Council to request that the Planning Board draft policy and / or ordinances with regard to renovations to town building and historic districts. Sample ordinances were attached to the request. After discussion regarding the upcoming holidays, the capital improvement budget meetings, and upcoming hearings, it was determined that this will be put on future agenda item to be dealt with sometime in the late winter, possible in late February or early March.

RI DEM list of public and private dams was distributed. From the list it was determined Foster has approximately 27 dams within its municipal boundaries. Attached to the list of dams was a press release as well as a copy of the rules and regulations for dam safety put out by RI DEM. It was determined that this sort of information is something that should be passed along to the Director of Public Works which the town planner stated that she had already done, and is something that should be incorporated into our various emergency plans so the information can be kept in a central location in case of an emergency. No further action was taken upon this.

### E. Board Member's Report

Julia Parmentier reported the Rte. 6 rezoning meeting: 3 areas were identified and next is to draft a press release, landowner notification, and public hearings.

### F. Planner's Report

The planner went over the December 2007 Planning Department Project List and stated the following with regards to the grants and applications.

1. The planner announced that the town will be receiving an \$11,000 grant award from RI Historical Preservation Society to assist in the interior refurbishment of the Foster Town House.
2. The RIRRC conservation recycling grant: we have been told they are still awaiting a decision, and we are not sure when that decision will be passed along to the town.
3. KeepSpace Communities Initiative: the grant proposal was submitted on November 16, 2007, and the proposal was written by our partner Neighborworks of Blackstone River Valley (aka Woonsocket Neighborhood Development Corp.). We are awaiting to hear if we are being called back for a personal presentation of our proposal before the scoring committee.

At this time, these are the only active grant proposals we have. All of the other listed items the priority projects, the revision and update of subdivision and zoning regulations as well as the Emergency Management Plans are still pending and are still being worked on.

### G. Administrative Subdivisions

None.

### H. Minor Subdivisions

None.

### I. Major Subdivisions

None.

### J. Non-Commercial Site Review

None.

### K. Old Business

Affordable Housing plan and conservation planning: the town planner reported to the board that she had met earlier in the day with Tony Lachowicz and Sam Shamoon, the two contractors who are working on our ordinances and regulations, and the three parties sat and corrected what they saw as possible conflicts between the revised ordinances and the revised regulations regarding affordable housing/conservation planning. The board discussed some issues that individuals had with particular wording on the ordinances regarding the affordable housing.

**M. New Business**

- Capital Improvement Budget: the planner told the board that the letters with regards to the capital improvement budget had been sent out to the various department heads and that we had already received one back. The board requested that the planner send out an additional letter requesting that the department heads provide documentation in regards to their request, therefore providing the board with some background information prior to the meeting of January 16, 2007, and therefore, hopefully, that meeting will run smoothly as all members of the board will have the necessary information. Also, the board requested that each department send a representative to the January 16<sup>th</sup> meeting in case the board does have questions with regards to the capital budget request.
- 5-year Road Plan. Mike Carpenter requested that we see some “real and feasible numbers/dollar amounts” with regards to the 5-year road plan. Mike further stated that the town may even need to consider going out for bonding depending on the conditions of the various roads in town. The planner responded that the director of DPW is attempting to get real estimates for work that is required to repair and maintain our roads.
- Planning Department Budget: discussed matters with regard to this, the possibility of submitting a capital improvement budget for the planning board / planning department and the actual annual budget of the Planning Department itself. Discussion centered on the cost of expenses with regard to the public hearings with regards to the Rte. 6 rezoning as well as well as the affordable housing issue. The board requested that the planner at this time research two or three quotes from educational / planning firms to determine the approximate cost of having them prepare a professional hour-long presentation with regards to Rte. 6 rezoning and/or affordable housing.

**N. Future Agenda Items**

Capital Improvement items for Planning Board and Planning Department annual budget

**M. Adjournment**

Pat Moreau moved to adjourn at 9:03 p.m.

Respectfully submitted,

Helen Hardy  
Secretary